

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
JUNE 27, 2017

TCPL Board Members Present: Bruce Ryan, President; Kenneth McClane, Rochelle Proujansky, Don Trotter, Thompson Terry, Luca Maurer, Ingrid Jensen, Martha Hardesty, Leslie Daniels, Kris Altucher, Jason Moore

Board Members Excused: Helena Maria Viramontes, Nina Miller

Also Present: Susan Currie, Library Director; Suzanne Smith Jablonski, Foundation Executive Director; Mary McKeon, Admin Asst; Michelle Benjamin, Business Manager; Kerry Barnes, Foundation Assistant Director

PUBLIC COMMENTS

None

With a quorum now present, meeting convened at 4:03 p.m.

ACTION ITEMS

APPROVAL OF AGENDA DOC 17-44

A **MOTION** was made by K. McClane and seconded by K. Altucher to approve the agenda. Approved unanimously.

APPROVAL OF MAY 23, 2017 DRAFT MINUTES DOC 17-45

A **MOTION** was made by K. McClane and seconded by K. Altucher to approve the minutes with corrections. Approved unanimously.

APPROVAL OF BILLS

I, Treasurer, Thompson Terry, in keeping with New York State Education Law, certify that I have reviewed payrolls #11 dated 5/25/17 and #12 dated 6/8/17 totaling \$150,890.89. I have reviewed all vouchers presented for payment, and that all disbursements are within the approved operating budget of the library, and therefore recommend that the Board of Trustees approve for payment June 2017 bills in the amount of \$301,201.25 as listed in Abstracts #16, #17, #18 and #19.

APPROVAL OF CAPITAL PROJECT BUDGET

I, Treasurer, Thompson Terry, in keeping with New York State Education Law, certify that I have reviewed all capital project invoices presented for payment, and that all disbursements are within the approved capital project budget of the library, and therefore recommend that the

Board of Trustees approve for payment to Tompkins County capital project invoices in the amount of \$277,974.14 as listed in Capital Project Abstract #1.

LIBRARY DIRECTOR SEARCH

B. Ryan announced the committee rated all eighteen candidates, reviewed questions for round one and a tentative schedule for round two. The deadline for candidate's to complete testing is Friday, June 30, the approved list by mid-July. The committee is requesting a writing sample in response to a prompt provided by the committee.

DEVELOPMENT REPORT

Smith Jablonski gave a brief overview of the annual fundraising efforts. She thanked the trustees who were hosts at the Inside Story Event. K Barnes, Assistant Director announced on the addition of teams readers to this year's Readathon.

DIRECTOR'S REPORT

Library Director Currie updated the Board on the renovations. A preconstruction planning meeting is scheduled for Friday, June 30 for phase two of the renovations. Much of the planned work is for electrical and data. The construction company has been approved and provided the necessary qualifications and will attend the meeting. Director Currie, the Library Business Manager and Executive Director of the Foundation have been meeting to develop the capital project budget. A Capital Project Budget is being established to reflect revenue from the various sources (Campaign, grants, etc.) and expenses (construction, furniture, equipment, etc.). The County is funding the renovations, equipment and furnishings. TCPL will order computer equipment, furnishings, etc. through the County; the Foundation will transfer funds to the Library to pay the expenses. The Foundation is also working with the Library for the State Facilities and Municipal and the NY Public Library grants.

Currie gave an update on the pre-budget presentation given on Wednesday, June 21 to members of the County Legislature and Administration. She thanked the Trustees, Foundation and TCPL staff who attended. She also thanked the administrative staff for all their work to make the room so welcoming and offering a delicious lunch as well as the staff who presented to group and those who created handouts. She will send the Board, Foundation and Friends copies of the handouts distributed. The budget request is due to the County on July 21, 2017 and the budget request at the Legislature will be in September.

Currie presented a PowerPoint on the selection of the new Logo. We just received the logo guidelines, color palettes and fonts and will be creating a plan for the rollout of the new logo. We are currently creating an inventory of all the places the new logo will be needs such as letterhead, banners and nametags as well as other locations where the logo is used.

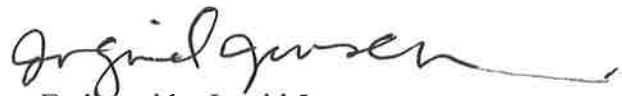
LIAISON REPORTS

Friends – D. Trotter reported that the Friends are reconfiguring and cleaning the building and will now be accepting donations. The next booksale begins Columbus Day weekend.

MOTION to adjourn by M. Hardesty and seconded by K. McClane at 4:49. Approved unanimously.



Recorded by Mary McKeon
Admin. Asst.



Endorsed by Ingrid Jensen
Secretary